V Original Amendment	<b>✓</b> Origi	nal	Amendment	ENTER
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#### U.S. House of Representatives 110<sup>th</sup> Congress

2009 FEB | 3 PM |: 56

U.S. HOUSE OF REPRESENTATIVES

#### EMPLOYEE POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from private sources for meetings, speaking engagements, fact-finding trips, or similar events undertaken in connection with official duties. This form does not eliminate the need to report all privately-funded travel on the annual Financial Disclosure Statements of those persons required to file them. In accordance with House Rule 25, clause 5, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within 15 days after travel is completed. The Clerk is to make the second page of this form publicly available as soon as possible after it is filed.

Name of Traveler (print or type): Drenden Delate
I certify that the information contained on all pages of this form is true, complete, and correct to the best of my knowledge.
SIGNATURE OF TRAVELER:
DATE: 2/13/09
I authorized this travel in advance. I have determined that all of the expenses listed on this form wer necessary and that the travel was in connection with the employee's official duties and would not creat the appearance that the employee is using public office for private gain.
NAME OF SUPERVISING MEMBER: John R. Carter
SIGNATURE OF SUPERVISING MEMBER:
DATE: 2/13/09

Version date 9/2008 by Committee on Standards of Official Conduct

CARTER

#### U.S. House of Representatives

COMMITTEE ON STANDARDS OF OFFICIAL CONDUCT

Washington, DC 20515

January 15, 2009

Mr. Brendan Belair Office of the Honorable John Carter 409 Cannon House Office Building Washington, DC 20515

Dear Mr. Belair:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to Hot Springs, Virginia scheduled for January 29 to 31, 2009 sponsored by the Congressional Institute.

You must complete an Employee Travel Disclosure Form (which your employing Member must also sign) and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and the Private Sponsor Travel Certification Form, including all attachments. You must also include a copy of the Traveler Form completed by you and signed by your employing Member. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$335 from a single source on Schedule VII of that statement.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Ranking Republican Member

ZL/JB:slo

Chairwoman

/	
Original	Amendment

#### EMPLOYEE POST-TRAVEL DISCLOSURE FORM

1.	Name of Travele	r (print or type):	3re	ndan Below	~					
2.		ompanying Family Mer		(if any): Other (specify	).					
3.	a. Date of Depar		al expense (if any):							
4.	A 1 ,	' '		, <del>,</del> ,	DC- Hot Spir					
5.	Sponsor(s) (who	paid for the trip):	1	he Congression	7al 2.12. dud					
6.	Describe meeting	gs and events attended (	attac	h additional pages if necessar	y): See a Harl					
7. 8.	a. I represent the	ext: sponsor Travel Cerents; eler Form completed by mittee on Standards' let that I participated in each at is true by checking both the strue of the structure of th	the other	pproving my participation on the activities reflected in the	this trip.					
9.	TRAVEL EXPE unavailable by the are received.	NSES: Obtain actual due date, provide a good	dolla l faith	ar amounts from the sponsor. h estimate and file an amended j	If exact dollar amounts are form once the correct amounts					
		Total Transportation Expenses	1	Total Lodging Expenses	Total Meal Expenses					
Fo	r employee:	N/A		733.54 Clodeys	wheels)					
	r accompanying nily member:									
		Other Expenses (dollar amount)		ecific Nature of Expenses g., taxi, parking, registration	fee, etc.)					
For	r employee:									
	r accompanying nily member:									

#### U.S. House of Representatives Committee on Standards of Official Conduct

#### PRIVATE SPONSOR TRAVEL CERTIFICATION FORM (provide directly to each House invitee)

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a Traveler Form. The trip sponsor should NOT submit the form directly to the Committee. You must answer every question on the form.

1.	Sponsor(s) (who will be paying for the trip): The Congressional Institute
2.	I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (Signify that the statement is true by checking box):
3.	I represent that the trip sponsor(s) has not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (Signify that the statement is true by checking box):
4.	Is travel being offered to an accompanying family member of the House invitee(s)?  Yes  No
5.	Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): See attached
	See attached
6.	Dates of travel: January 29-31, 2009
7.	Cities of departure – destination – return: Washington D.C Hot Springs, VA - Washington D.C.
8.	Attached is a detailed agenda of the activities taking place during the travel (i.e., an hourly description of planned activities) (Signify "yes" by checking box):
9.	f.d. (Howing)
	Education Act of 1965: <u>or</u> b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: <u>v</u> <u>or</u> c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event <i>and</i> lobbyist/foreign agent involvement in planning, organizing, requesting, or arranging
	the trip was de minimis under the Committee's travel regulations.
1	0. If travel is for participation in a one-day event (i.e., if you checked Question 9(c)), check one of the following:
	<ul> <li>a. N/A − I checked 9(a) or (b) above: </li> <li>b. One-night's lodging and meals are being offered: </li> <li>or</li> </ul>
	b. One-night's lodging and meals are being offered:  Two-nights' lodging and meals are being offered:  If "e" is checked, explain why the second night is warranted:

11.	. Check one:
	a. I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or
	employees on any segment of the trip (Signify that the statement is true by checking box):   or  N/A trip representation of the trip (Signify that the statement is true by checking box):
	b. N/A – trip sponsor is an institution of higher education.
12.	Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the purpose of the trip and the role of each sponsor in organizing and conducting the trip:  The Congressional Institute president and staff organize, manage and control the event. The
	purpose of the Congressional Institute, a 501(c)(4) organization is to promote public education
	about Congress and to hold educational conferences for Members of Congress, staff and others.
13.	<ul> <li>a. Describe the mode of travel (air, rail, bus, etc.). For air travel, also indicate the type of aircraft (commercial, charter, or privately owned) and class of travel (coach, business class, first class, etc.):</li> <li>Coach Bus</li> </ul>
	b. If travel will be first class or by chartered or private aircraft, provide an explanation describing why such travel is warranted:
14,	I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (Signify that the statement is true by checking box):
15.	I represent that either (check one of the following):
	a. The trip involves an event that is arranged or organized without regard to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees:  or or organized without regard to congressional participants are similar to those provided to or purchased by other event attendees:  or
	b. The trip involves events that are arranged <i>specifically with regard</i> to congressional participation: If "b" is checked, detail the cost per day of meals (approximate cost may be provided): Meals are part of a negotiated a package rate to minimize expenses. See number 18.
16.	Reason for selecting the location of the event or trip: Relative proximity to Washington DC, security,
	capacity and capability to handle large event.
17.	Name of hotel or other lodging facility: The Homestead, Hot Springs, VA
18.	Cost per night of hotel or other lodging facility (approximate cost may be provided): Lodging and meals are a
	package rate - \$810.20 for two nights. Additional \$367.70 for two nights for double occupancy.
10	10
19.	Reason(s) for selecting hotel or other lodging facility: Relative proximity to Washington DC, security for
	the Members, capacity and capability to handle large event, off-season dates result in
	significantly lower rates, and a history of holding a successful event there in 2003.

#### 20. TOTAL EXPENSES FOR EACH PARTICIPANT:

☐ actual amounts ☐ good faith estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or employee	79.16	\$810.20 lodging and meals	
For each accompanying family member	\$79.16	\$367.70 lodging and meals	

	Other Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	20 A	
For each accompanying family member		

21.	I represent that	it all expenses	connected to	the trip v	will be	for actual	costs	incurred	and no	ot a per	diem o	r lump
	sum payment	(signify that th	ne statement is	true by	checking	g box): ✓	]					

22.	I certify that the information contribled in this formula prue, complete, and correct to the best of my knowledge.
	Signature: Mak Strand
	Name and title: Mark Strand, President
	Organization: The Congressional Institute
	Address: 1001 N. Fairfax Street, STE 410, Alexandria, VA 22134
	Address: 1001 N. Fairfax Street, STE 410, Alexandria, VA 22134  Telephone number: 703-837-8812
	700 007 0040

The Committee staff may contact the above individual if additional information is required.

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Standards of Official Conduct U.S. House of Representatives HT-2, The Capitol Washington, DC 20515 (202) 225-7103 (phone) (202) 225-7392 (general fax)

Version date 8/2008 by Committee on Standards of Official Conduct

# Thursday, January 29, 2009

#### 4:00 PM

Grand Ballroom East

## Opening Session

Welcome: Mark Strand, President of the Congressional Institute, Rep. Bob Goodlatte & Chairman Mike Pence

#### 4:05 PM

Grand Ballroom East
Conference Communications Overview for

Chairman Mike Pence

## 4:15 PM

Grand Ballroom East Economy Panel

Steve Moore, Wall Street Journal
Andy Laperriere, International Strategy &
Investment Group

#### 5:15 PM

Grand Ballroom East Open Microphone with Members

#### 6:15 PM

Grand Ballroom Foyer
Reception with Congressional Institute
Guests

#### 7:00 PM

Grand Ballroom West

Dinner with Congressional Institute Guests
Welcome: Mike Johnson, Chairman of the
Congressional Institute
Remarks: Leader John Boehner

The Future of the Party I: Hon. Newt Gingrich

## Friday, January 30, 2009

Media Training Sessions will occur all day. Sign up in the Staff Office.

Madison Room
Facebook 101
Rich Thau & Auren Hoffman

Wilson Room
Presentation Skills
Terri Sjodin

7:00 AM

Hunt Room

Catholic Mass

7:00 AM

Crystal Room

Bible Study

Chuck Colson, Prison Fellowship

### 7:30 AM

Grand Ballroom West
Breakfast: The Future of the Party II
Gov. Mitch Daniels of Indiana

8:30 AM

Grand Ballroom East
Messaging Session
Frank Luntz, Luntz Maslansky Research

## 9:30 AM

Grand Ballroom East
Social Values Session
Chuck Colson, Prison Fellowship

## 10:30 AM

Grand Ballroom East

Landscape Session
David Winston, The Winston Group
Linda DiVall, American Viewpoints

## 11:30 AM

Various Locations (see below)

Breakout Sessions

War on Terror Georgian

Dr. Frederick Kagan, American Enterprise
Institute

Dr. Kimberly Kagan, The Institute for the Study of War

Healthcare Blue Ric Regina E. Herzlinger, Harvard Business School

Suburban Agenda Piedmont Hon. Mark Kirk Entitlements
Dr. Stuart Butler, The Heritage Foundation
Middle East
Appalachian
TBA

### 12:30 PM

Grand Ballroom West
Lunch: The Future of the Party III
Gov. Mitt Romney of Massachusetts

#### 2.30 PM

Capitol Hill Media Panel
Jonathan Karl, ABC
Mike Allen, Politico

Grand Ballroom East

New Media Session

David Winston, The Winston Group Rich Thau, Presentation Testing Auren Hoffman, Rapleaf

4:30 PM

Grand Ballroom East

Leadership Retreat Review Led by Elected Leadership

5:00 PM

Grand Ballroom East

Chairman Pete Sessions Plenary Session

Grand Ballroom Foyer 6:15 PM

Reception

7:00 PM

Grand Ballroom West

The Future of the Party IV: Remarks: Whip Eric Cantor

Gov. Tim Pawlenty of Minnesota

Saturday, January 31, 2009

Hunt Room 7:00 AM

Catholic Mass

7:30 AM

Grand Ballroom West

Breakfast

ongressional

Bill Kristol, The Weekly Standard

9:00 AM

Grand Ballroom East

How to Win the War on Terror: What I Saw on the Ground Oliver North, Fox News Correspondent

10:00 AM

Various Locations (see below)

**Breakout Sessions** 

Facebook Study

Rich Thau, Presentation Testing

Ian Baran, Wiley Rein LLP

**Ethics Primer** 

Rob Walker, Former Chief Counsel Ethics Cmte.

Hugh Halpern, House Rules Cmte.

lo-Marie St. Martin, Office of the Leader

Anne Thorsen, Office of the Leader

11:15 AM

Grand Ballroom West

**Buffet** Lunch

12:30 - 4:30 PM

Agenda

Congress of Tomorrow

2009

January 29-31, 2009 The Homestead

Stratford

Piedmont

Blue Ridge Jsing Procedure to Drive Your Message

Kyle Nevins, Office of the Whip

Open Microphone with Entire Conference

Main Entrance

Return to Washington

	Na	ime	ongress of Tomorrow   Invitation List Institution	Reason for Invitation
1	Andy	Anuzis	House Policy Cmte.	Leadership Staff
2	Brendan	Belair	House Republican Conference	Leadership Staff
3	Neil	Bradley	Office of the Whip	Leadership Staff
4	Larry	Brady	Oversight & Govt Reform Cmte.	Committee Staff Director
5	Jeff	Burton	Office of the Whip	Leadership Staff
6	Ed	Cassidy	Office of the Leader	Leadership Staff
7	David	Cavicke	Energy & Commerce Cmte.	Committee Staff Director
8	Joe	Cella	House Policy Cmte.	Leadership Staff
9	Rob	Collins	Office of the Whip	Leadership Staff
10	Jim	Coon	Transportation & Infrastructure	Committee Staff Director
11	Father Dan	Coughlin	Office of the Chaplain	Chaplain
12	Brad	Dayspring	Office of the Whip	Leadership Staff
13	Jeremy	Deutsch	House Republican Conference Vice	Leadership Staff
14	Kate	Dickens	Tuesday Group	Committee Staff Director
15	Bill	Dolbow	Office of the Whip	Leadership Staff
16	Antonia	Ferrier	Office of the Leader	Leadership Staff
17	Kevin	Fitzpatrick	Small Business Cmte.	Committee Staff Director
18	Chris	Fluhr	Natural Resources Cmte.	Committee Staff Director
19	Brian	Gaston	Office of Cong. Blunt	Leadership Staff
20	Leslee	Gilbert	Science & Technology Cmte.	Committee Staff Director
21	Ramiro	Guiterrez	Office of the Attending Physician	Doctor
22	Karen	Haas	House Republican Conference	Leadership Staff
23	Hugh	Halpern	Rules Cmte.	Committee Staff Director
24	Courtney	Kolb	House Republican Conference	Leadership Staff
25	Trevor	Kolego	Office of the Leader	Leadership Staff
.6	Mick	Krieger	Office of Cong. Boehner	Leadership Staff
27	Larry	Lavender	Financial Services Cmte.	Committee Staff Director
28	James	Lewis	Intelligence Cmte.	Committee Staff Director
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		BLOOK HELDER	ongress of Tomorrow   Invitation List	THE SECTION AND ADDRESS OF THE PERSON AND ADDRESS.
29	Matt	ime Lira	Institution Office of the Whip	Reason for Invitation
30	Matt			Leadership Staff
31	Melanie	Lloyd	House Republican Conference	Leadership Staff
32		Looney	House Republican Conference Office of the Leader	Leadership Staff Leadership Staff
33	Amy Danielle	Lozupone Maurer	Office of the Leader	Leadership Staff
34	Matt	McGinley	Republican Study Cmte.	Leadership Staff
35	Sean	McLaughlin	Judiciary Cmte.	Committee Staff Director
36	James	Min		Leadership Staff
37	Brian	Monahan	Office of the Deputy Whip Office of the Attending Physician	Doctor
38	John	Murray	Office of the Whip	Leadership Staff
39	Valerie	Nelson	Office of the Whip	Leadership Staff
40	Kyle	Nevins	Office of the Whip	Leadership Staff
41	Paula	Nowakowski	Office of the Leader	Leadership Staff
42	Robert	O'Connor	Homeland Security Cmte.	Committee Staff Director
43	Josh	Pitcock	House Republican Conference	Leadership Staff
44	Will	Plaster	House Adminstration Cmte.	Committee Staff Director
45	Yleem	Poblete	Foreign Affairs Cmte.	Committee Staff Director
46	Patrick	Rothwell	House Policy Cmte.	Leadership Staff
47	Josh	Saltzman	Office of Cong. Sessions	Leadership Staff
48	Dave	Schnittger	Office of the Leader	Leadership Staff
49	Nicole	Scott	Agriculture Cmte.	Committee Staff Director
50	Emily	Seidel	House Republican Conference	Leadership Staff
51	Jeff	Shockey	Appropriations Cmte.	Committee Staff Director
52	Marc	Short	House Republican Conference	Leadership Staff
53	Bob	Simmons	Armed Services Cmte.	Committee Staff Director
4	Bill	Smith	House Republican Conference	Leadership Staff
55	Kevin	Smith	Office of the Leader	Leadership Staff
56	Kingston	Smith	Veterans Affairs Cmte.	Committee Staff Director
			1	

Congress of Tomorrow   Invitation List  Name Institution Reason for Invitation				
57	Austin	Smythe	Budget Cmte.	Committee Staff Director
58	Mike	Sommers	Office of the Leader	Leadership Staff
59	Jo-Marie	St. Martin	Office of the Leader	Leadership Staff
60	Mike	Steel	Office of the Leader	Leadership Staff
61	Steve	Stombres	Office of the Whip	Leadership Staff
62	Katie	Strand	House Republican Conference	Leadership Staff
63	Sally	Stroup	Ed & Labor Cmte.	Committee Staff Director
64	Paul	Teller	Republican Study Cmte.	Committee Staff Director
65	Anne	Thorsen	Office of the Leader	Leadership Staff
66	Jon	Traub	Ways & Means Cmte.	Committee Staff Director
67	Todd	Ungerecht	Ethics Cmte.	Committee Staff Director
68	Russ	Vought	House Republican Conference	Leadership Staff
69	John	Walker	House Republican Conference	Leadership Staff
70	Kristi	Way	Office of Cong. Cantor	Leadership Staff
71	Seth	Webb	Financial Services Cmte.	Committee Staff Director
72	Todd	Young	Natural Resources Cmte.	Committee Staff Director
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